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UNITED STATES DEPARTMENT OF AGRICULTURE
 BUREAU OF MARKETS
 WASHINGTON, D. C.

I N D E X

INFORMATION CIRCULAR VOL. III, NOS. 1 TO 11.

July 23 to Dec. 21, 1920.

	Number	Item
American Bankers Association visits Bureau.....	7	4
Apples, shipment in box cars	10	2
Apples, storage cellar, Winchester, Va.	10	5
Apples, refrigeration studies, S. S. Neponset	9	5
Automobiles - See "Property"		
Boards of Survey		
Duties	(7	2
Personnel	(8	6
	(11	10
Branch Offices		
Boards of Survey in,	11	10
Departmental meetings		
Albuquerque, N. M.	7	7
Denver, Colo.	10	11
Little Rock, Ark.	10	12
New York, N. Y.	11	14
Portland, Ore.	11	17
	(7	7
San Francisco, Cal.	(3	6
Bulletins, requests for	2	11
Bureau of Markets,		
Consolidation with Crop Estimates	8	1
Contribution to Red Cross	11	13
Estimates for 1922	11	1
Exhibition at Toledo, O.	10	7
Intra-Bureau transfers of employees	(11	9
	(9	10
Press clippings regarding	2	10
Rifle club in indoor range	11	23
Rifle team, shoots	9	9
Bureau News, Announcement of new name for Information Circular	11	12

	Number	Item
Civil Service		
Examinations	5	6
Retirement	(2	17
(4	10	
Chief's annual report	11	21
Conferences		
Dairy, in Wisconsin	9	18
Live stock, Chicago	4	8
On weevil infested wheat	10	10
Statistical	(7	10
(8	3	
Congressional Record, Index	11	15
Copy holder for typewriters, invention of L. C. Reynolds ...	10	4
Cotton standards, Photography of	11	6
Crop Estimates, consolidation with Bureau of Markets	8	1
 Deductions from pay for overdrawn leave	5	3
Desk supplies		
Ink, purchase of	2	7
Stationary supplies on hand	5	1
Departmental meetings in places where Branch Offices are located. See Branch Offices, Departmental meetings.		
(9	12	
Documents, disposition of useless	(11	7
Domestic Wool Section distributes excess profits	10	1
Drafting Section, establishment of	3	1
 Economy, need for	6	4
Efficiency		
Committee	5	9
Department announced	11	12
Register, Promotions on	2	3
Report blanks	10	15
Employees		
Deductions of pay for overdrawn leave	5	3
Mass meeting of	(5	5
(5	2	
Retirement in Civil Service	(2	17
(4	10	
Transfers, application for	(9	15
(11	2	
Envelopes, official, misuse	4	5
Estimates for the Bureau in Fiscal year 1922	11	1

	Number	Item
Exhibits,		
Bureau Exhibit at Toledo, O.	10	7
Livestock Exhibit at Chicago	9	11
Live stock at State fairs	4	6
Wool Exhibit at State fairs	7	6
Ex-Service men, train for inspectors	10	3
Fiscal regulations, proposed revision of Department of Agriculture	2	9
Foreign Marketing, expansion	9	8
Forms, revision of B. M. 29 and 39	(2	6
	(9	15
Fruit and Vegetable Division annual report	11	4
Fruit and Vegetable Division handbook	9	10
Furniture		
Marking	2	15
Typewriters, exchange	9	17
Typewriters marking	2	15
Typewriters purchase, sale, exchange	2	5
Grain Division studying office procedure	11	18
Grain sampling device	9	4
Grain Standards Act, revisions	10	19
Handbook issued by Fruit and Vegetable Division	9	10
Hay laboratory at Alexandria, Va.	9	2
Information Circular		
Circulation of	11	12
Issuance of	3	5
New name, "Bureau News," announced	11	12
Proposed changes	(8	7
	(10	16
Suggestions for	9	6
Inspectors, ex-service men in training	10	3
Interdepartmental Alaska Committee representative	5	2
Inventory		
Compiling records	9	13
Handling discrepancies	4	3
Standard designations of Bureau units	2	15
Leave, deduction from pay for overdrawn	6	3
Letters of Authorization	4	1
Leave of absence while traveling	8	4

	Number	Item
Letter to Division and Project leaders concerning publicity	3	2
Letters of transmittal of notification of personnel action.	11	2
Library, items kept on file in	(10	6
Requests mimeographed material	11	15
Live Stock conferences in Chicago	4	8
Live Stock exhibit at Chicago	9	11
Live Stock exhibit at State fairs	4	6
Marketgram		
Days issued	5	4
Establishment of weekly	5	4
Experimental wireless release	(9	1
Release of Daily to papers	6	1
To be used by Western Newspaper Union	9	7
Market Information Division requests ideas for news releases	11	11
Market Reporter, mailing list	3	3
Marketing Statistics Division organized	7	8
Marketing Statistics, Review of	11	3
Messenger Pool, establishment of	4	2
Mimeographed material requested by library	11	15
Misconduct involving action by the Secretary	10	14
Motion pictures for Department employees	10	15
Motion Picture Service		
Lantern slides on Meats	7	5
Picture on Swine	4	7
Move made by Cost of Marketing and Dairy Divisions and Co-operative Purchasing and Marketing Project	10	6
Murph, Mr. D. S. resigns	9	5
New England Marketing Association formed	11	20
News Releases requested by Market Information Division	11	11
Payrolls, Preparation, auditing and approval of	11	5
Personnel folders, how to secure	11	19
Photographic Section announcement of transfer	3	2
Photography of Official Cotton Standards	11	6
Press, clippings and references regarding the Bureau of Markets	2	10

	Number	Item
Printing,		
Requisitions for job printing	2	11
Emergency field printing	7	9
Property		
Automobiles, locks for	4	4
Automobiles and trucks,		
Purchase of tires and tubes	(2	12
(7	3
Truck loaned for Bureau use	2	13
(7	2
Boards of Survey	(8	6
Certificates, preparation of lost property	2	4
Damages in transit	7	1
Marking	(2	15
(9	14
Transfers to be closely checked	2	16
Publicity, letter concerning, to Division and Project leaders	3	2
Public Speaking Class announcement	10	17
Red Cross, Bureau of Markets, contribution	11	13
Refrigeration, Studies on S. S. Neponset	9	5
Freezing points of fruits and vegetables studied in New York	10	9
Report, Fruit and Vegetable Division annual	11	4
Report, Chief's annual	11	21
Review, Marketing Statistics	11	3
Review, Weekly Seed, to appear	11	22
Rice graded by U. S. Standards	11	16
Rifle Club, Bureau of Markets, indoor range opened	11	23
Rifle Team, Bureau of Markets, shoots	9	9
State Cooperation, Minnesota	4	9
Statistical conferences	7	10
Statistics, Marketing, organization of Division	7	8
Statistics, Review of Marketing	11	3
Telegraph rates and counts, Changes effective July 1	2	8
Transfers, Intra-Bureau	(0	16
(11	9
Travel,		
Authorization	4	1
Reports	4	1
Typewriters - See "Furniture."		

	Number	Item
Visitors to the Bureau	(7	4
	(10	18
Visitors at the Omaha office	11	24
Vocational training for ex-service men	10	3
War memorial	5	5
Weekly News Letter, distribution of	8	8
Weevil infested wheat, conference on	10	10
Wireless		
Experimental sending of Marketgram	9	1
Wool, Excess profits in, distributed by Domestic Wool		
Section	10	1
Wool exhibit at State fairs	7	6